

Corrosive Chemicals Training

New user name: _____ Trainer name: _____

New user signature: _____ Trainer Signature: _____

New user UIN: _____ Date Completed: _____

Item #	Item	Action Needed	Completed? Y/N
1	Use 2 copies of this checklist during the training. One for yourself and one that the new user can keep for notes.	Provide a copy of this training checklist to the new user, and turn in the completed form to staff upon completion. One training session is required, though it is the discretion of the trainer to determine if another training session is needed.	
2	Available PPE	Ensure that new user is aware that additional PPE is available in the lab (acid aprons, face shields, and acid gloves), when it should be used, and the consequences for not using it.	
3	Full PPE	Inform trainee that full PPE is required for the utilization of acids (HF, BOE, HCl, H ₂ SO ₄ , and Piranha) and strong bases.	
4	"Light" PPE	Inform trainee that " light " PPE is required for the utilization of metal etchants (copper, aluminum, and gold).	
5	Piranha Solution	Note that specific, secondary training is required before piranha can be prepared. The piranha training can occur after corrosives chemical training; see line item 15 for sign off.	
6	Disposal of General Use Chemicals	Solvents, metal etchants, solvents with metal particles, photoresist developers/strippers: Inform trainee to capture these liquids in a waste beaker and transfer them to respective waste containers. Do not pour down the drain.	
7	Disposal of Acids	Inform trainee to use aspirators to dispose of acids: HF, BOE, HCl, H ₂ SO ₄ , Piranha (wait 1+ hour). Follow with water. The exception is for acids that contain metal particles - these must be stored in a properly labeled waste container.	
8	Glassware cleaning	Inform trainee to rinse glassware at least twice with DI water and place in drying oven or rack with open side down.	
9	Chemical Storage	Inform trainee that chemicals are stored underneath the wet benches. Different benches are labeled for the different types of chemicals stored. The chemicals must be returned to the proper storage location.	
10	Labels for Provided Chemical Bottles	Labels will be attached by AggieFab staff. If you are the first person to use a new bottle, fill in the "Opened By" and "Date Opened" spaces on the label. This helps us monitor the age and quality of the chemicals.	
11	Labels for Project-owned Chemical Bottles	For project-owned chemicals that are the same as or different than those provided by AggieFab, inform trainee to affix fluorescent labels provided by AggieFab and fill in required information, particularly the chemical name, owner, dates.	
12	Bringing new chemicals/materials into AggieFab that are not already approved	Inform trainee to email lab manager with name of chemical/material, the process it will be used for, and a PDF of its safety data sheet (SDS) in order to get approval to introduce a new chemical/material into AggieFab.	
13	Cleaning up chemical spills	Show trainee location of different spill kits. These must be physically located prior to utilizing corrosives. Open kits and show them what is inside. Emphasize that AggieFab staff should be immediately notified of a spill; users should only use the spill kit after hours if staff members are not present.	
14	First Aid	Open up spill kits and introduce contents. Point out when eye wash, shower and Calgonate should be used.	
15	**Supplemental Piranha Training**	If the trainee plans on preparing piranha solution, an additional ~30 minute training on this topic is required. Show the trainee the SOP, which PPE is required, which hoods to use, how to prepare/dispose of the solution, and which clean-up kits are used for piranha spills. Note "N/A" in the next column if this training is not needed. Otherwise, indicate that it has been completed.	
16	Sign off of this checklist	Trainer completes this form and returns it to the AggieFab lab manager (Sandra Malhotra).	